

*Next Meeting – February 12, 2008 – 2:00 PM  
Appoquinimink State Service Center  
Middletown, Delaware*

**GOVERNOR’S COMMISSION ON COMMUNITY BASED ALTERNATIVES  
FOR INDIVIDUALS WITH DISABILITIES  
HOUSING SUBCOMMITTEE MEETING  
December 11, 2007 – 2:00 PM  
APPOQUINIMINK STATE SERVICE CENTER  
MIDDLETOWN, DELAWARE**

**PRESENT:** Daniese McMullin-Powell, Co-Chair; Sandy Tuttle, Co-Chair; Carol Barnett, DSAAPD; Lisa Becker, CDS; Kim Brockenbrough, DSHA; Marlena Gibson, DSHA; Patricia Kelleher, The Arc; Kirsten Olson, Connections; Susan Starrett, Homeless Planning Council; Pat Weygandt, DDDS; Kyle Hodges, Staff and Linda Bates, Support Staff

**ABSENT:** Marguerite Ashley, NCC; Nate Beasley, IRI; Merton Briggs, NAMI-DE; Regina Byers, SCPD; Kate Cowperthwait, NMSS; Pete DeKuncheck, Chimes; Lorraine DeMeurisse, Deutsche Bank Trust Co; Micki Edelson, Homes for Life; Ron Engard, GACEC; Tony Francioni, DOL/DVR; Brian Hartman, SCPD, DLP; Karen Horton, DHSA; Cliffvon Howell, DSAMH; Yolanda Jenkins, DSCYF; Lottie Lee, DMS-DHSS; Bill McCool, UCP; Valerie Miller, DSHA; Victor Orija, DASSPD; Tina Riley, Delaware Housing Coalition; Elizabeth Schantz, Consumer; and Paula Voshell, DSHA

**CALL TO ORDER:** The meeting was called to order at 2:07 PM.

**ADDITIONS OR DELETIONS TO THE AGENDA**

- Carol has an addition to be added under “Announcements”.

**APPROVAL OF MINUTES**

- Kim noted that on Page 4, in the last sentence “DSHA has a board” should read “other PHAs have boards”.
- Carol noted that under Announcements on Page 7 the first sentence should be changed to read—Carol Barnett reported that she has been involved in making recommendations for the “Aging/Disability tract to be incorporated in a year”.

Motion was made, seconded and approved to accept the October 9, 2007 meeting minutes as amended.

**BUSINESS**

**DHSA Needs Assessment Presentation—Marlena Gibson**

Marlena Gibson gave an overview of the final 2008-2012 Statewide Housing Needs Assessment report. Marlena will send the PowerPoint and Kyle will send it to the Committee. The Technical Document and the Executive Summary will be used in the development of: the Consolidated Plan; Qualified Allocation Plan; DSHA Strategic Plan and the Local government plans. The Scope of the Study in the Technical Document is divided into three sections -- Part 1. Housing Development; Part 2. Housing Supply and Demand; and Part 3. Special Housing Topics. The Executive Summary is a summary of 12 points which were discussed at the last Committee meeting and none of the points have been changed.

Under Finding #2—The DE housing market is providing more higher-priced units than “affordable” units, Sandy asked how this could happen and are there controls involved? Marlena replied that some of this is a natural increase in the value of the existing units as a result of the new units that are being added.

Under Finding #5—Employment growth in DE is fastest among lower paying industry sectors—Kyle asked if the Health Care Industry section considered all from the lowest wage positions to the highest wages (e.g. doctors)? Marlena replied “yes”.

On Page 8, under Persons with Disabilities, Delaware, 2005—Kyle asked about the Population of 16 to 64 years old “Go outside the home” definition. Does that mean that only 2.7% go outside. Marlena replied that her understanding is that is the population that have trouble going outside the home independently for employment. Also, Marlena confirmed that 6.2% cannot be employed.

For the Disability Population, Kyle inquired about disseminating something that says that this is what has been collected and this is what could really help if this information could be tracked for the next Needs Assessment Study. Sandy inquired about taking the findings in this report and providing it to those in the Housing industry. Kim added that out of the 30% of people with low income that need housing, not all are people with disabilities. All of these people are going to have difficulty finding housing, so it would help if we could then develop a source of housing with physical or mental health support services, if needed, for this population. Susan added that the UD based a recent study on low income renters and home owners and breaking down just that population. This study may be a good source—and the Executive Summary is on the UD Center for Community Research and Services study website.

Kim reported that people can get involved and have a lot of input by coming and talking about where the Housing money gets directed for the five year plans and come and talk about any needs. Detailed notes are taken during the Public Hearing and all comments are given to HUD. The Public Hearing dates will be widely spread to organizations and the public.

Marlena added that the DSHA strategy is to help people to become home owners and be able to stay homeowners.

## **DSHA Statutory Overview—Kim Brockenbrough**

Kim distributed a hand-out on the “Overview of Powers and Duties of the Delaware State Housing Authority/Housing Subcommittee of the Governor’s Commission on Community Alternatives for Individuals with Disabilities”.

Kim reported that DSHA has had two meetings about the goal of having the DSHA consolidating all the housing authorities in the state.

The Mission of the DE State Housing Authority is to provide and assist others to provide quality, affordable housing opportunities and appropriate supportive services to responsible low-and moderate-income Delawareans.

Kyle asked Kim to give examples of “supportive services”. Per Kim, they provide budgetary site assistance and coordinate services. DSHA provides the vouchers to the agencies who provide the services—that way they have the ability to house people in a place where they can provide services such as monitoring their medical services and case management. There is a Step-Up program that works with people with mental health and substance abuse problems. DSHA asks each agency to develop an individualized plan for each person. If a person needs attendant care, DSHA would monitor that care to see that the person gets that care. There is a program for Housing Opportunities for Persons with Aides (HOPA). These programs give people choices on where they are going to live through the guidance of their service providers.

DSHA functions as a government agency as well as an entrepreneurial developer and lending institution. The DSHA is a self-supporting agency. The staff is completely funded through money that is made through mortgages and they also have the ability to apply for and receive subsidies from the federal government and other sources; and to issue its own bonds and notes.

The DSHA provides a host of programs, most of which are available on a statewide level, to address Delaware’s affordable housing needs including:

- Some coordination of new construction with GAP funding being provided for affordable housing.
- The Housing Rehabilitation Program is provided for home owners and there is some funding for people who rent to low income renters. This program is provided in Kent and Sussex Counties except for the rental programs which are statewide.
- The Homeownership Assistance program is provided to first time moderate income home buyers.
- The Emergency and Transitional Housing Assistance is a program in Kent and Sussex Counties. This program is an assisted federal program in which DSHA provides funding to the non-profit agencies.

- Resident Service Activities are service coordination of budgeting and case management. The ratio of staff is 80-100 families per one case worker—which means you usually can only deal with the crisis situations.

Kim reviewed the powers and duties of the Housing Director.

There is a Housing Council that mostly makes decisions about grants and loans. The Director supervises the activities of the Council; and in some cases, the Director can overrule decisions of the Council.

On page 6, Section 4005: Additional Powers of Housing Director. This section allows the Housing Director to take certain action if the purposes of this chapter of the Code would be better served with the consolidation of two or more PHAs authorities or by the performance of the functions of an authority by DSHA. The Housing Director may after due notice to all authorities affected and subsequent to a public hearing thereon and with the concurrence of the local governing bodies, make such revision, consolidation or perform such functions; provided, that adequate provision shall be made by the Housing Director for the protection of such authority, its creditors, contracting parties and tenants.

Per Kim, if you read the above paragraph, it does not state that there should be one governing housing authority in the State. However, DSHA could be a safety net if one of the five public housing authorities in the State is in serious trouble and could go down. In the current environment, no one housing authority is in that predicament.

As background, Sandy reported that there was a lack of coordination between Delaware public housing authorities. There is no one place in the state for the housing information to be efficient and consolidated. It was the Committee's understanding that the DSHA may have the ability to be the one "coordinating" agency. Section 4002. (3), does give the DSHA the ability to coordinate housing activities of other public agencies and private bodies. DSHA can reach out to them; however, they have no authority over them. The committee has tried to engage other public housing authorities. Marguerite Ashley from the New Castle County housing agency has been involved with the Committee. Sandy thanked Kim for all the clarification.

### **Commission Objectives/Action Plans Overview**

Sandy reported that the plan needs to be executed by the "identified owners". Everyone agreed that each plan has to be executed and to have an owner to take the lead to bring the stakeholders together to review and execute the planned actions. It is this Committee's responsibility to develop an action step for each objective and monitor the progress made. Sandy said that Kim, Kyle, Lottie, Carol, Daniese and Lisa and she had a conference call to see who was going to take over ownership.

Kim provided a hand-out of the DSHA action items:

Objective A. 1. Change to read as follows: Streamline application process for Housing Choice vouchers and public housing.

At this time, the software has been developed and it is on the DSHA website and they are in the process of accepting on-line applications for the DSHA. If anyone would like to go on the site and fill out an application to give us feedback, please do so. Do not hit “submit”. The system is being refined at this time. The other housing authorities are resistant to this process because when they close their waiting list, they do not want to continue to get applications above the number of people that they are going to be able to house in a year. DSHA keeps an open waiting list. Kim said we may want to advocate to the other housing authorities to keep their waiting lists open.

Objective A. 4. Encourage people to attend the public hearings. Network with people and groups to get data.

Objective A. 5. Kyle said that Rep. Maier agreed to establish a task force with representation from some other stakeholders in the housing industry (e.g. architects, home builders). However, Rep. Maier needs to have language on purpose and possible membership. Daniese said that the National Realtors and the National Homebuilders are not always in favor of making homes accessible. Kyle noted that there is a group for Universal Design (Kyle is an active member) and they are working on a brochure which will be used to educate people on this issue. It was stated that within the Delaware Housing Coalition, there is a Housing Policy Roundtable group established to bring together advocates, bankers and builders. The Delaware Homebuilder’s Association is represented in this group. The contact person is Ken Smith and the next meeting is January 8 at 9 am and Kyle will contact Ken for a list of members’ names. Daniese suggested getting a small group together to go to other groups meeting and try and get on their agenda.

Objective B.1. Kim reported that the DSHA’s database is very close to be up and running. Kim will provide an overview and demonstration, hopefully, at the February housing meeting.

Objective B.2. This is part of DSHAs marketing plan to get people to access the DSHA website.

Rita Langraf will be giving an overview on the assessment and discharge process.

Objective B. 3. Per Kim, DSHA will be giving training to frontline staff at conferences, etc.

Objective C. 1. Susan is continuing to advocate for a State match for the HUD Continuum of Care. The owner will be the Homeless Planning Council.

Objective C. 2. Susan will send what DSHA three priorities are for funding for this year and what the Delaware Housing Coalition is recommending. Per Sandy we should get

this out to other entities to make them aware. Also, try and get other disability agencies to add this to their plate. Per Sandy, we need to convene a group to get people to testify the need for housing.

Objective C. 3. & 4. Per Kim, this is a high priority for DSHA.

Objective F. 3. Lisa Becker agreed that CDS could be the owner.

Objective G. 1. This should be moved to FY 2010. Per Carol, DSAAPD has no current role in Housing. However, there needs to be a push for DSAAPD to become involved in housing. Per Kyle, for an action step, we may want to consider scheduling a meeting with DSAAPD to start advocating now. Lottie also had an interest in working on this issue.

Objective H. 1 & 2. Per Kyle, this is a monitoring role/issue now since more funding was provided last year.

Objective H. 3 & 5. Rita Langraf has been invited to attend our January or February meeting.

Objective H. 4. Lottie Lee agreed to be the owner.

Objective H. 6. Per Kirsten, there are now walk-in clinics in all counties. Kirsten will provide an information sheet to Kyle on this program.

Sandy said that in future meetings, the plans will be brought to the table and the Committee will address them.

## **ANNOUNCEMENTS**

Daniese announced that she provided a Housing report to the Commission.

Carol became aware of several available New Castle County apartments that are accessible—\$900 a month and not subsidized. Carol would like to put this on the agenda that apartment complexes have available accessible apartments. It was decided to give to Kim to post on the DSHA website.

Sandy announced that the document entitled “Expletory Practices for Discharge Planning” is open for comments. Kyle will send out via e-mail.

## **ADJOURNMENT**

The meeting was adjourned at 4:30 pm.

Respectfully submitted,

Kyle Hodges  
SCPD Administrator

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